



County of Santa Cruz

IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY

18 W. Beach Street, Watsonville, CA; P.O. Box 1300, Santa Cruz, CA 95061

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IHSS Advisory Commission

Meeting Minutes

Date: Friday, August 23, 2019
Time: 1:00PM to 3:00PM
Location: 1400 Emeline Ave. Room 206, Santa Cruz, CA 95060
Present: Michael Molesky (Consumer, Chair), Foster Andersen (Consumer), Linda Campbell (Consumer), Lois Sones (Seniors Commission),
Excused: Becky Taylor (Consumer), Patricia Howes (Provider, Vice-Chair)
Absent: Maria Arreola (Provider),
Guests: Mike McConnell (ALTC Div Director), Jessica Cirksena (IHSS SW Supervisor), Caitlin McCuiston (IHSS SW), Ryan Althaus (Sweaty Sheep Ministries)
Staff: Juan Magaña (IHSS Public Authority Manager)

Agenda:

1. Call to Order
 - Meeting was called to order @ 1:10PM
 - A quorum was present
2. Roll Call
3. Agenda Review
 - No changes made to agenda
4. Review and Approval of *June 28, 2019 Minutes*
 - Reviewed minutes of the June 28, 2019 meeting, no changes made
 - Motion to approve minutes called by:
 - o First/Second: Campbell/Sones
 - o Ayes: Andersen, Molesky
 - o Noes: None
 - o Abstain: None
 - Motion carried unanimously
5. Oral Communications and Announcements: *Anyone wishing to address the commission on any item within the jurisdiction of the Commission and not listed on the agenda may do so at this time. Comments are limited to three (3) minutes in duration.*
 - No oral communications or announcements were made
6. Correspondence
 - Correspondence folder was passed with the following documents:
 - o Electric Generator Safety – PG&E
 - o Emergency power planning for people who use electricity and battery dependent assistive technology and medical devices” – Pacific ADA Center
 - o What you need to know about backup generation – PG&E
 - o The power of being prepared – PG&E

- Community wildfire safety program (flyer and PowerPoint presentation)– PG&E
7. Presentation: IHSS Assessment Changes
 - Caitlin McCuiston, IHSS Social Worker, and Jessica Cirksena, IHSS Social Work Supervisor presented on the changes to the IHSS Assessment process. The presentation included an overview of the following topics:
 - Purpose of Assessment
 - Steps to Completing the Assessment, including
 - Functional Rank Index
 - Hourly Task Guides
 - Determining Service Hours
 - Sample Case Scenarios
 8. Updates/Housekeeping
 - a. Topics & Speakers
 - Staff reported that the following speakers have been scheduled:
 - Sept 27 – PG&E Wildfire Safety Program
 - Oct 25 – John Beleutz from Del Mar Caregiver Resource Center
 - Sones reported that she had been in contact with a representative of Homebridge (San Francisco County) and inquired if the Commission would like to invite them to present at an upcoming Commission meeting.
 - The Commission agreed and Sones will reach out to her contact
 - b. Commission Vacancies
 - Staff reported on the following vacancies
 - Consumers (current or past) – 2 vacancies
 - Commission or representative of community agency that works with seniors and/or disabled and promotes IHSS goals – 2 vacancies
 9. Emergency Preparedness Overview (Chair)
 - The commission agreed to move this item to 2020
 10. Joint Commission Meeting Follow-Up (Chair)
 - Molesky inquired on the need to have a follow-up meeting with the Seniors and Commission on Disabilities regarding the Joint Commission Meeting.
 - Sones reported that she was not able to attend the Seniors Commission meeting this month and therefore did not have a report out from the Seniors Commission.
 - The Commission agreed to move this item to the September meeting.
 11. Biennial Report – Reminder (Staff)
 - A reminder was given by staff regarding the Biennial report, due to the Board of Supervisors by 01/31/2020.
 - A copy of the 2018 report was provided to each Commission member.
 - Staff advised that given the Commission’s meeting schedule (no meeting in December), Staff plans to add the Biennial report as an agenda item in order for the report to be worked on.
 - A request from staff is to begin reviewing the report and start looking at what information the Commission would like to incorporate into the report.
 12. IHSS Program Updates (McConnell)
 - McConnell provided the following IHSS program updates:
 - The director for the Human Services Department (Ellen Timberlake) has announced her plan to retire in January 2020; a recruitment for her replacement is currently open.
 - CDSS has brought on a new director, Kim Johnson, who seems like is more client focused, not budget focused

- We will be working with the California Welfare Director's Association on legislative changes for IHSS; one area is to change IHSS regulations to allow for a block of hours to be granted for certain medically verified conditions.
- The Museum of Art and History is going well, over 10,000 visitors per month. They will soon begin working with the head of Alexa (Google) to work on how to help alleviate senior isolation.
- The Adult and Long-Term Care Services Division will soon begin working with community partners to coordinate efforts to resolve issues involving seniors and disabled individuals in the community.
- The department will be hiring a few Extra Help Social Workers to assist with CalFresh expansion, Electronic Visit Verification and the MENU grant.

13. Public Authority Updates (Staff)

- Magaña provided the following Public Authority Updates:
 - Registry – we currently have 191 providers on our registry; 79 are currently available for more work – an average of 23 hours per week.
 - Electronic Visit Verification
 - Robo-Call campaign - Public Authority identified all providers not enrolled in the Electronic Services Portal and did a robo-call campaign informing them of the benefits on enrolling in the Electronic Services Portal. Approximately 1600 providers received this call.
 - Text Messaging – Public Authority staff will also start sending text messages to providers not enrolled in the Electronic Services Portal.
 - Individual Enrollment Appointment – Public Authority staff will now be requiring brand new providers to sign up for the Electronic Services Portal when they attend their Individual Enrollment Appointment (to sign required enrollment paperwork).
 - One-Stop Provider Enrollment/Caregiver Café – the Public Authority will be hosting another One-Stop Enrollment and Caregiver Café at the Museum of Art and History on Thursday, September 5, 2019.

14. Subcommittee Reports

- a. Seniors Commission (Sones) – Sones was not able to attend the last Seniors Commission meeting
- b. Commission on Disabilities (Taylor) – not present
- c. Legislative (Molesky) – Mokesly is looking into Wildfire petition that is being sponsored by Senator Monning
- d. Website (Taylor) – not present
- e. CICA Conference Calls (Molesky) – new officers have been elected
- f. CCAH – not present; Molesky is trying to get a representative from CCAH to attend our meetings.

Meeting adjourned @ 2:56pm

Next Regular Meeting: September 27, 2019, 1:00PM – 3:00PM at 1400 Emeline Ave, Room 206, Santa Cruz, CA 95060